

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 3130

**TITLE:** LICENSED PRACTICAL NURSE (LPN)

**GRADE:** S-14

**DEFINITION:**

Under supervision, assists a Public Health Nurse by performing basic medical testing, providing immunizations, collecting specimens, maintaining a clinic room, and conducting patient health screenings in an efficient manner; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

This is a technical, practical nursing class. Work is performed under the direction or supervision of a licensed medical practitioner or registered professional nurse.

**ILLUSTRATIVE DUTIES:**

Provides nursing services to individuals and/or families in clinics, ambulatory care centers, offices, or community settings;  
Administers medications and performs treatments;  
Performs appropriate height, weight, and head circumference measurements;  
Performs Snellen (eye chart), Ishihara vision (color), and audio (hearing) testing;  
Administers immunizations under the supervision of a licensed medical practitioner or registered professional nurse;  
Solicits contraindications and medical history prior to each injection;  
Performs necessary laboratory tests and/or specimen collections per agency protocol (e.g., venipuncture; finger, foot, and heel stick; blood pressure checks; and urine testing);  
Records and reports testing and specimen collection findings;  
Prepares lab specimens collected for shipment to other labs;  
Maintains a neat clinic area, assuring supply room is properly stocked and organized and that equipment is cleaned, sterilized and maintained in good working order.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of practical nursing skills gained through an accredited practical nursing program;  
Skill in performing technical nursing procedures (e.g., injections, venipuncture, blood pressure screening);  
Ability to identify questionable test findings;  
Ability to perform CPR or perform emergency treatment for life-threatening conditions;  
Ability to elicit sufficient pertinent medical information from a client and record a medical history that is complete and accurate;  
Ability to establish and maintain good working relationships with clients and staff members.

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**EMPLOYMENT STANDARDS:**

Graduation from an accredited Practical Nursing program; PLUS

Two years of experience as a Licensed Practical Nurse.

**CERTIFICATES AND LICENSES REQUIRED:**

Possession of current license to practice as a Licensed Practical Nurse (LPN) in the

Commonwealth of Virginia;

Contingent upon area of assignment, some positions may require possession of a valid Motor Vehicle Driver's License.

**NECESSARY SPECIAL REQUIREMENT:**

Contingent upon area of assignment, some positions may be required to successfully complete a state criminal history record check prior to appointment.

ESTABLISHED: March 7, 1994